

Conservation Delivery Streamlining Initiative (CDSI) 2014

Neil Dominy
State Soil Scientist
Lincoln, Nebraska
www.ne.nrcs.usda.gov
Neil.Dominy@ne.usda.gov



CDSI - Conservation Delivery Streamlining Initiative

- NRCS initiated the Conservation Delivery Streamlining Initiative (CDSI) with the purpose of implementing a more effective, efficient, and sustainable business model for delivering conservation assistance across the Nation. This initiative has three overarching objectives:
 - 1. Simplify conservation delivery and access to it
 - 2. Streamline business processes
 - 3. Ensure science-based assistance



- ❑ **Several interrelated modules make up the Conservation Delivery Streamlining Initiative including the following:**
 - Document Management Systems
 - Program Support Specialist
 - Client Gateway
 - Conservation Desktop/Mobile Planner



- ❑ **Why is NRCS NE developing program support framework**
 - **One of the key strategies for our Conservation Delivery Streamlining Initiative (CDSI) is to reduce administrative tasks of field office technical staff.**
This will result in more technical staff time in the field with our clients engaged in conservation planning and practice implementation.



❑ **WHY, Continued**

- In 2002, the Farm Bill expanded NRCS field operations to include the development and all of the administration of financial assistance contracts and easement programs. Upon assuming these expanded duties, NRCS did not alter its business processes, organization structure, staff roles, or information technology (IT) tools to fully integrate these new administrative responsibilities into an updated and optimized business model.

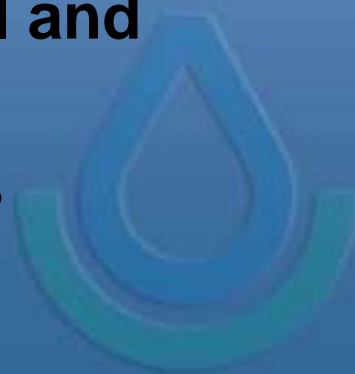
Program Support Specialist

- ❑ **Nebraska NRCS is in the process of using program support specialist to assist with the following duties.**
 - Primary duty of this position is to enter application and contract data into Data Management System, and prepare software generated reports
 - Review participant signature authority documentation for all aspects of applications and contracting documents, including review of ownership legal instruments.



Duties continued...

- ☐ **Manages application and contract administration letters and documents related to application status, status review, contract implementation, contract modifications, and potential cancellations and terminations**
- ☐ **Assembles documentation required to process approved NRCS certified conservation payments.**
- ☐ **Assists with all functions related to financial and programmatic audits...**
- ☐ **Other conservation program applications as assigned.**



Program Support Specialist

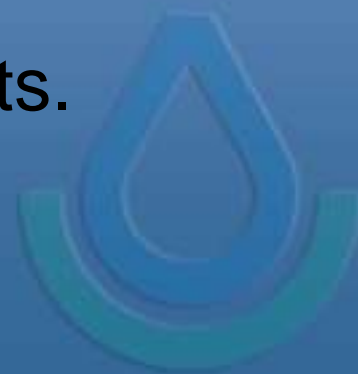
- ☐ **Implementation of a standard administrative financial assistance position is a critical step towards removing the administrative workload from field technical staff, standardizing financial management processes, and facilitating better designed workflow and business processes**
- ☐ **Bottom Line more Technical Assistance for participants in the field.**



Document Management Systems

☐ What is the NRCS Document Management System (DMS)?

- The Natural Resources Conservation Service (NRCS) Document Management System is an internal agency tool that provides users a secure, web-based service to upload and retrieve files and documents. The initial DMS release supports ProTracts Financial Assistance Program related documents.



Document Management Systems

❑ What is NRCS Document Management Systems continued...

- Web-based access regardless of the user's physical location.
- Integrated search functionality, allowing users to link documents to a ProTracts applicant, participant, application or contract.
- Auto-upload of certain document types from ProTracts.
- Management of documents using actions such as view, replace, delete and version.
- Immediate access to manually or auto-uploaded documents.
- Support of streamlined administrative and technical review of business processes for financial assistance program application, contracts and payments.



Document Management Systems

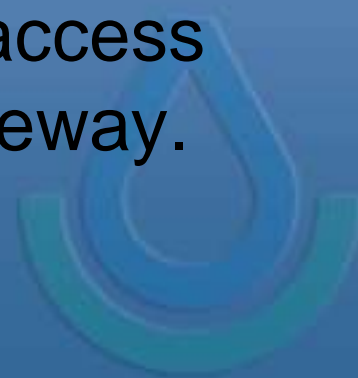
Examples of Auto Upload material

- CPA-1155 – Conservation Plan or Schedule of operations
- CPA-1156 – Revision of Plan/Schedule of operations or modification of Contract
- CPA-1202 Conservation Program Contract
- CPA-1245 – Practice approval and payment application
- CPA-152 - Conservation Program Contract Transfer agreement



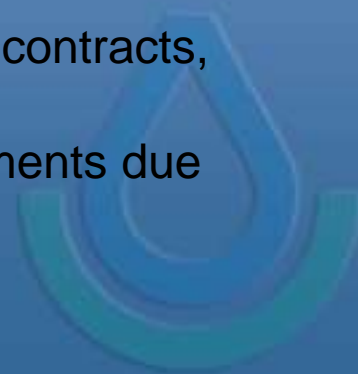
Document Management Systems

- ❑ **Document Management Systems will change how we complete our daily business contractions as well as improve users access.**
 - Less Physical paper movement
 - Streamlined communication with approval processes
 - In the future this will allow producers access to their information through Client Gateway.



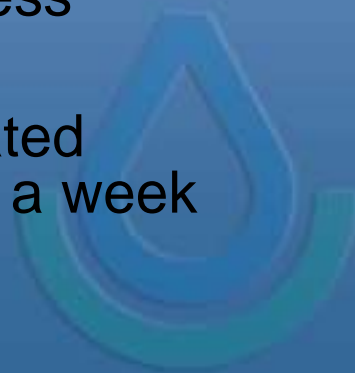
Client Gateway

- Client Gateway is NRCS public web application for agricultural producers it is scheduled for deployment later in CY 2014.
- CG Release 1 will provide access to individual client records. Business entity clients will be provided access in future versions.
- Through CG Clients may:
 - Request technical and financial assistance,
 - Obtain easy, secure, and intuitive access to their plans, practice schedules, applications, and contracts,
 - Review and electronically sign plans, applications, and contracts, and
 - Document completed practices; request and track payments due them.



Client Gateway benefits continued...

- An additional option for interacting and communicating with NRCS
- Reduced trips to the NRCS Field Office to complete and sign forms and applications for conservation programs
- Ability to request conservation technical and financial assistance at any time from the farm, ranch, or forest operation, or anywhere with secure Internet access
- Access to conservation plans, contracts and related conservation information 24 hours a day, 7 days a week





Request Assistance

Plans and Practices

Agreements

Payments

Account

Technical References
Apply for Financial Assistance
Apply for Technical Assistance
View My Requests

Manage Plans and Practices
View Plan Modification Request...
View Practice Requests

View Applications
Manage Contracts
View Contract Modification Req...
View Practice Requests

Manage Payments

My Profile
View Profile Updates
My Land
My Documents
View All Requests

Client Gateway

What does it take to access Client Gateway?

In order to access Client Gateway, Clients are required to have a SCIMS record and eAuthentication Level 2 credentials

- ❑ SCIMS record – No change in traditional process**
 - Service Center Staff with SCIMS record creation entitlements

- ❑ eAuthentication Level 2 credentials**
 - eAuthentication Level 2
 - Completely self-service knowledge-based option
 - Help Desk assisted process
 - Traditional Local Registration Authority and SCIMS Link process



Benefits to NRCS

- Reduced time and trips for administrative purposes
- More time in the field and to focus on technical assistance and Programs delivery
- Additional option for interacting and communications with clients



When will Client Gateway be available?

- Early Adopter Release – Later this year
 - 3-5 Clients to be recruited per State, PIA, Caribbean
 - Limited marketing and public information by EBI at this phase
 - Site publically available to Clients with eAuthentication Level 2 & SCIMS records
- Full Public Release – Following Early Adopter Release
 - Fully marketed and publicly announced by Secretary and Chief
 - Estimate 5-10 % of NRCS Clients within first two years



Conservation Desktop and Mobile Planner

Conservation Desktop and Mobile Planner are on the horizon but haven't made it out to the states.

MORE to COME!!





Questions?

Neil Dominy
State Soil Scientist
402-437-4113
neil.dominy@ne.usda.gov



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